

STATE OF HAWAII
DEPARTMENT OF LAND AND NATURAL RESOURCES
Division of Forestry and Wildlife
Honolulu, Hawaii 96813

December 9, 2010

Chairperson and Members
Board of Land and Natural Resources
State of Hawaii
Honolulu, Hawaii

Land Board Members:

SUBJECT: REQUEST FOR AUTHORIZATION TO EXECUTE AND SIGN A
CONTRACT FOR HELICOPTER TRANSPORTATION SERVICES
FOR THE DIVISION OF FORESTRY AND WILDLIFE, HAWAII
BRANCH

Background: Helicopter services are necessary for the efficient and effective implementation of many resources management projects of the Division of Forestry and Wildlife (DOFAW), particularly activities in remote forested areas. In the past, the State Procurement Office handled the procurement of helicopter transportation services for DOFAW. The Division's previous contract for helicopter services on the Big Island terminated August 31, 2010. Due to understaffing and other pending procurement work, the State Procurement Office was unable to assist in the procurement of the subject contract. DOFAW is handling the procurement of a new contract and has one small purchase order for helicopter services to cover work until a new contract is secured.

The Chairperson authorized DOFAW's legal ad, and a notice to offerors was subsequently published on July 26, 2010 pursuant to HRS Chapter 103D. DOFAW solicited bids for helicopter transportation services through IFB-DOFAW-11-H1, with bid opening on August 9, 2010. The Division is currently processing the bids through standard contract steps with an anticipated contract in place by January 2011. The contract will be in the form of a requirements contract, where funds will be encumbered by purchase order, at the contracted hourly rate, to provide helicopter transportation services as needed (subject to availability of funds). DOFAW seeks Board authorization for the Chairperson to execute and sign the contract for the provision of helicopter transportation services for the Division's Hawaii Branch.


RECOMMENDATION:

That the Board, as the Department Procurement Officer, authorizes:

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- 1) The Chairperson to execute and sign a contract for the provision of helicopter transportation services for the Division of Forestry and Wildlife, Hawaii Branch, subject to:
 - a. Approval as to form by the Department of the Attorney General.
 - b. Availability of funds.

Respectfully submitted,


for PAUL J. CONRY, Administrator
Division of Forestry and Wildlife

APPROVED FOR SUBMITTAL:



LAURA H. THIELEN, Chairperson
Board of Land and Natural Resources